

**PUBLIC SERVICES COMMITTEE MEETING MINUTES**  
**WEDNESDAY, JANUARY 2, 2019**  
**1:45 P.M.**

PRESENT: G. Deming, C. DiPasquale, B. Carman, S. Erdle, M. Schuster, D. LeFeber, D. Mahus, W. Wadsworth, D. Fanaro, M. Falk, D. Knapp, D. Babbitt Henry, I. Coyle, H. Grant, S. Hillier, J. Gunther-Intern, B. Beagle-LCN

Public Services Chair Jerry Deming asked Groveland Supervisor Bill Carman to lead the Pledge of Allegiance.

**I. HIGHWAY – DON HIGGINS**

**Action Item(s) To Be Reported**

**1. AUTHORIZING THE IMPLEMENTATION AND MASTER AGREEMENT WITH NYS DEPARTMENT OF TRANSPORTATION FOR PRELIMINARY ENGINEERING, AND DESIGN PHASES, AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL-AID AND NYS MARCHISELLI PROGRAM-AID ELIGIBLE COSTS, OF A TRANSPORTATION FEDERAL-AID PROJECT (PIN 4LV001) (D036084) AND APPROPRIATING FUNDS THEREFOR: REPLACEMENT OF PAPERMILL ROAD BRIDGE OVER CONESUS CREEK (BIN 3316160), TOWN OF AVON, FOR THE LIVINGSTON COUNTY DEPARTMENT OF HIGHWAYS**

WHEREAS, a project for the replacement of Papermill Road Bridge over Conesus Creek, Town of Avon, in Livingston County (NYSDOT PIN 4LV001) (D036084) (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and

WHEREAS, Livingston County Resolution No. 2018-240 authorized a total of \$1,141,810.00 for all phases of the Bridge-NY Project with a different Contract number (D035461); and

WHEREAS, this new Resolution is necessary to cover \$62,000.00 in Dedicated State Funding for Preliminary Engineering & Design phases, and is included in the amount authorized by Livingston County Resolution No. 2018-240; and

WHEREAS, the County of Livingston desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the cost of the Preliminary Engineering and Design Phases of the Project, now, therefore, be it

RESOLVED, that the Board of Supervisors, duly convened, does hereby approve the above-subject Project, and, be it further

RESOLVED, that the Board of Supervisors hereby authorizes the Chairman of the Board to pay in the first instance 100% of the Federal and non-Federal share of the cost of Preliminary Engineering and Design Phases for the Project or portions thereof, and, be it further

RESOLVED, the total sum of Sixty-Two Thousand Dollars (\$62,000.00) is hereby appropriated from the Board of Supervisors and made available to cover participation in the specified phases of the Project, and be it further

RESOLVED, that in the event the full Federal and non-Federal share costs of the Project exceeds the amount appropriated above, the Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon notification by the NYS Department of Transportation thereof, and, be it further

RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the Board of Supervisors with the NYS Department of Transportation in connection with the advancement or approval of the Project, and providing for the administration of the project and the Municipality's first instance funding of project costs and permanent funding of the local share of Federal-Aid and State-Aid eligible Project costs and all Project costs within appropriations thereof that are not so eligible, and, be it further

RESOLVED, that a certified copy of this Resolution be filed with the NYS Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and, be it further

RESOLVED, that this Resolution shall take effect immediately.

|   |                   |               |
|---|-------------------|---------------|
| <u>Contractor</u>                       | <u>Term</u>       | <u>Amount</u> |
| <b>NYS Department of Transportation</b> | 12/6/16- 12/31/22 | \$62,000.00   |
| 50 Wolf Road                            |                   |               |
| Albany, NY 12232                        |                   |               |

For: Master Agreement with NYSDOT covering Preliminary Engineering and Design Phases of the above-noted Federal/State-Aid Bridge Replacement Project under a different Contract No. (D036084.) Local Share is 0%, and does not increase the total project cost.

| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
|-----------------------|--------------------|------------------|
| NYS Dedicated Funding | -0- %              | Yes XX No        |

Mr. Higgins explained that this does not increase the original amount but NYSDOT is requiring this resolution to change the contract number to include some dedicated state funding.

*Motion: Mr. Carman moved and Mr. Schuster seconded to approve the foregoing resolution.. Carried.*

**II. SHERIFF’S OFFICE – SHERIFF THOMAS DOUGHERTY (1 Attachment)**

**Action Item(s) To Be Reported**

**1. AUTHORIZING THE PURCHASE OF ONE (1) 2019 DODGE CHARGER FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE-GENESEE VALLEY DODGE AND REFER MATTER TO WAYS AND MEANS COMMITTEE**

RESOLVED, that the Livingston County Sheriff’s Office is authorized to purchase through mini-bid #18120074 from Genesee Valley Dodge of 1695 Interstate Drive, Avon, NY 14414 one (1) new 2019 Dodge Charger at a cost of \$24,910.19.

Director’s Comments: The Mini Bid was submitted to New York State on December 14, 2018. The bid is listed for a period of 10 days and results are returned after. This vehicle is to be assigned to an investigator to replace a 2009 Chevrolet Impala with 150k miles.

Sheriff Dougherty reviewed the current vehicle and explained that this vehicle will be used for criminal investigations. This is budgeted funds.

*Motion: Mr. DiPasquale moved and Mr. Mahus seconded to approve the foregoing resolutionCarried.*

**2. AUTHORIZING THE PURCHASE OF ONE (1) 2019 CHEVROLET TAHOE FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE-VAN BORTEL CHEVROLET AND REFER MATTER TO WAYS AND MEANS COMMITTEE**

RESOLVED, that the Livingston County Sheriff’s Office is authorized to purchase through mini-bid #18120073 from Van Bortel Chevrolet of 1338 Pittsford-Palmyra Road Macedon, NY 14502 one (1) new 2019 Chevrolet Tahoe at a cost of \$34,191.39.

Director’s Comments: The Mini Bid was submitted to New York State on December 14, 2018. The bid is listed for a period of 10 days and results are returned after. This vehicle is to be assigned to the Commercial Vehicle Unit. The purchase of a Tahoe is necessary as they are assigned and carry numerous pieces of equipment on a daily basis that is not normally assigned to normal patrol duties. This vehicle would replace a 2011 Chevy Tahoe with 220k miles on it.

Sheriff Dougherty reviewed the current vehicle and explained that this vehicle will be used for the Commercial Vehicle Unit for patrol and vehicle inspections.

*Motion: Mr. Carman moved and Mr. Mahus seconded to approve the foregoing resolution..... Carried.*

**3. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – NEW YORK STATE GOVERNOR’S TRAFFIC SAFETY COMMITTEE**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Sheriff’s Office, and any future amendments to said contract, according to the term designated, subject to review by the County Attorney and County Administrator:

|   |                 |               |
|---|-----------------|---------------|
| <u>Contractor</u>                               | <u>Term</u>     | <u>Amount</u> |
| <b>New York State Governor’s Traffic Safety</b> | 1/1/19-12/31/19 | \$449,034.00  |

**Committee**

6 Empire Plaza Room 410B  
Albany, NY 12228  
For: 2019 STOP DWI Plan

| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
|-----------------------|--------------------|------------------|
| A3112                 | ~\$308,000         | Yes X No         |

The plan is very similar to past years. This funds the three STOP cars that are part of patrol and some funding for local police departments. There are no major events on the horizon other than we may be seeing the legalization of marijuana and what that will do to highway safety.

*Motion: Mr. Schuster moved and Mrs. Erdle seconded to approve the foregoing resolution .... Carried.*

**4. AUTHORIZING THE INCREASE OF THE DAILY BOARDING FEE TO HOUSE INMATES IN THE LIVINGSTON COUNTY JAIL**

WHEREAS, Resolution No. 2011-365 authorized the Chairman of the Livingston County Board of Supervisors and the Livingston County Sheriff to sign contracts to house outside county inmates at a rate of \$85.00 per day and federal inmates at a rate of \$100.00 per day; and

WHEREAS, since 2011 the costs associated with housing inmates has increased and, in order to maximize third-party revenue, it has been determined that the daily rate to house outside county inmates should be increased; now therefore, be it

RESOLVED, that effective January 9, 2019, all newly executed outside county inmate housing contracts shall reflect an inmate boarding fee of \$100.00 per day and all newly executed federal inmate housing contracts shall reflect an inmate boarding fee of \$107.00 per day.

The Sheriff reported that the transportation rate was \$30.00/hour and that will be increasing to \$37.00/hour . We do chargeback mileage. Sheriff Dougherty explained that they try to use part time deputies for transports but we do sometimes need to use full timers.

*Motion: Mrs. Erdle moved and Mr. Mahus seconded to approve the foregoing resolution ..... Carried.*

**III. COUNTY HISTORIAN – AMIE ALDEN**

**Pre-approved Informational Item(s) To Be Reported**

1. Update on County Bicentennial Planning and presentation of the proposed County Bicentennial logo Mrs. Alden presented the logo chosen for the Bicentennial Celebration soliciting and marketing activities. There were several submissions from both in and outside of the county. We are now at the stage of forming committees and looking at creating a separate website for bicentennial events. Ms. Alden will be doing a kickoff lecture, Count down to the Bicentennial, to the evolution of Livingston County for the Mt. Morris Dam Lecture Series on February 16 at the Visitors Center. There will be much more information coming this year.

**IV. PLANNING – ANGELA ELLIS**

**Action Item(s) To Be Reported**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY DEPARTMENT OF PLANNING: ECOLOGIC, LLC**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Planning Department, and any future amendments to said contract, according to the term designated, subject to review by the County Attorney and County Administrator:

| <u>Contractor</u>  | <u>Term</u>      | <u>Amount</u>            |
|--|------------------|--------------------------|
| <b>EcoLogic, LLC</b><br>9 Albany Street, Suite 3J<br>Cazenovia, NY 13035 | 12/1/18-11/30/19 | Not to exceed \$4,500.00 |

For: Professional scientific and technical assistance services in support of the implementation of the Conesus Lake Watershed Management Plan.

| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
|-----------------------|--------------------|------------------|
|-----------------------|--------------------|------------------|

|   |    |     |
|---|----|-----|
| Finger Lakes-Lake Ontario Watershed Protection Alliance annual funding (Conesus Lake Aquatic Weeds Strategy CLAWS 27) | 0% | Yes |
|---|----|-----|

Director's Comments:

This resolution continues authorizes a contractual relationship with EcoLogic, LLC to provide technical assistance to the Planning Department on an as-needed basis for watershed management plan implementation activities. Technical assistance may include providing expert advice on water quality monitoring activities, preparing the annual report card, and preparing a Quality Assurance Project Plan for water quality testing, and other appropriate consulting assistance needed for activities of the Conesus Lake Watershed Council and Planning Department.

Mrs. Ellis explained that this contract is an annual contract for pass through funding.

*Motion: Mr. LeFeber moved and Mr. Schuster seconded to approve the foregoing resolution . Carried.*

**2. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY PLANNING BOARD: C. JOAN CRUNDEN, JARED E. RADESI, STEWART LEFFLER, DONALD KANE, DENNIS NEENAN, KEVIN FAHEY, DAVID LUCE & APRILE S. MACK**

RESOLVED, that the following members are hereby appointed to the Livingston County Planning Board for the term designated:

| Name            | Address  | Title/Representing   | Term            |
|-----------------|--|--|-----------------|
| C. Joan Crunden | 562 Feeley Road<br>Caledonia, NY 14423             | Town of Caledonia  | 1/1/19-12/31/21 |
| Jared E. Radesi | 4841 Crossett Road<br>Geneseo, NY 14454            | Town of Geneseo  | 1/1/19-12/31/21 |
| Stewart Leffler | 14 Rorbach Lane<br>Geneseo, NY 14454               | Village of Geneseo   | 1/1/19-12/31/21 |
| Donald Kane     | 5326 Upper Mt. Morris<br>Road, Leicester, NY 14481 | Town of Leicester  | 1/1/19-12/31/21 |
| Dennis Neenan   | 2275 Clay Street<br>Lima, NY 14485                 | Town of Lima   | 1/1/19-12/31/21 |
| Kevin Fahey     | 10 Dio Lane<br>Mount Morris, NY 14510              | Village of Mount Morris  | 1/1/19-12/31/21 |
| David Luce      | 2 North Clinton Street<br>Dansville, NY 14437      | Town of North Dansville<br>(filling unexpired term of<br>Karen Schleyer) | 1/1/19-12/31/19 |
| Aprile S. Mack  | 9 Mohawk Avenue<br>Geneseo, NY 14454               | Alternate Member #1  | 1/1/19-12/31/19 |

Director's Comments: This resolution appoints members to the County Planning Board.

Mrs. Ellis reviewed the changes proposed for appointments to the Planning Board this year.

*Motion: Mr. Carman moved and Mrs. Erdle seconded to approve the foregoing resolution ..... Carried.*

**Pre-approved Informational Item(s) To Be Reported**

1. Update on new grant awards-Mrs. Ellis reviewed recent grant awards. Two grant awards are associated with Conesus Lake of which the Town of Livonia is the grant applicant partnering with the County and the Conesus Lake Association Watershed Council. We were awarded \$167,373. for a project to help the Conesus Lake outlet at the north end of the lake in terms of reconfiguration of the outlet, culvert and dam replacement. We anticipate that the project will begin in 2019 but actual construction will be in 2020. The second grant award is for Vitale Park natural shoreline restoration project involves funding for natural shoreline restoration and also some hardscape in the amount of \$113,468. Again with everyone working together preparing the grant application and working on scoping out the project. The Town is the grant applicant with the Planning Department providing technical and administrative support throughout the entire project. The Town will also be making a cash contribution to both projects

of ~\$80,000. The third grant award is for the housing needs assessment and market study looking at housing needs at all income levels and all age groups as well as doing market analysis for the County both looking at current and future needs as it relates to economic development issues. We did not receive funding for the Court Street water revitalization project and we will reach out to them to find out why this project was not funded. The 1/25/19 water supply study update meeting invitation is on your desks. Mrs. Ellis explained that this is in preparation of the update to the water supply study done in 1991 and determine what the needs are now. This is an informational meeting for municipal officials and what your thoughts and goals are.

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### **Informational Item(s) Written Only**

#### **CONESUS LAKE WATERSHED MANAGEMENT ACTIVITIES**

1. **Conesus Lake Watershed Council.** The Council met on November 30, 2018, and reviewed 2018 accomplishments and approved the work plan for 2019.
2. **Wilkins Creek Stormwater Management Feasibility Study.** The project report is being finalized. A project overview was presented to the Council on November 30. A presentation will be provided to the Town and Village of Livonia in January.
3. **Vitale Park Green Infrastructure & Shoreline Habitat Restoration Project.** Work continues on the development of informational kiosks and booklet on shorescaping. The kiosks will be installed in the Spring.
4. **Stormwater Management Tool Kit.** Barton & Loguidice conducted a review of watershed town regulations pertaining to stormwater management. The draft was provided to DEC for comment. Staff continued working with CC Environment & Planning on developing a distribution plan for the stormwater fact sheets.
5. **Governor Cuomo's Initiative to Address Harmful Algal Blooms (HABS).** We received notice that two applications were funded. Conesus Lake Outlet Reconfiguration Project and the Vitale Park Shoreline Restoration Project.
6. **Watershed Education Center at Vitale Park (WEC).** The WEC Program Development Committee continued working on the presentation schedule for 2019.
7. **Finger Lakes Institute Grant for Addressing Invasive Species.** We've been notified that we've been awarded \$6,000 towards equipment and activities to help eradicate invasive species. We are currently researching opportunities for use of drones in identifying invasive species. We plan on purchasing a drone in January.

#### **TRANSPORTATION ADVISORY COMMITTEE**

1. **Mobility Management Website.** The Public Transportation Work Group and CC Environment & Planning are developing marketing materials. GTC drafted a marketing and publicity plan for the website. The Work Group met in December to review the Plan. Marketing materials will be drafted and reviewed in January with plans to be finalized in February.
2. **Geneseo Active Transportation Plan.** The Project Committee selected Barton & Loguidice to complete the project. The project kick-off meeting is tentatively being planned for January 2019.

#### **AGRICULTURAL AND FARMLAND PROTECTION BOARD**

1. **303b Petition Process.** The public hearing is scheduled for November 28<sup>th</sup>. The public hearing was held. No comments were provided. The 303b petition package with approvals was submitted to Ag and Markets in December for approval. We anticipate Ag and Markets approval taking place before March 2019.
2. **Agricultural District Eight Year Renewal.** Renewal of Agricultural District #1 is planned for 2020. We've started the organizational process.
3. **NYS Ag and Markets Grant Program: Local Municipal Agricultural and Farmland Enhancement and Protection Plans:** Planning staff continued to provide support to the towns of Sparta, Geneseo, and Mt. Morris with the development and state approval of their local plans.
4. **NYS Ag and Markets Grant Program: Local Municipal Regulation Updates.** We are providing technical and mapping assistance to the Town of Ossian in support of its Zoning Law update project.

## **5. Purchase of Development Rights (NYS Farmland Protection Implementation Grant program)**

Planning staff continues to provide technical assistance to the GVC as needed. The AFPB is currently reviewing the PDR pre-selection process and application.

**SOLAR PROJECTS/ARTICLE X.** The County and Town of Mt. Morris will be making nominations for 2 positions on the state siting board. We expect the State will formally request nominations in early 2019.

## **ENVIRONMENTAL MANAGEMENT COUNCIL (EMC)**

1. **Next meeting.** The EMC met on November 28, 2018. The EMC discussed 2018 accomplishments and plans for 2019.
2. **Earth Day Award.** The EMC is starting the organizational process for the 2019 Earth Day Award.
3. **Community Clean Up Event.** The EMC and Planning Department staff started organizing for the second annual community clean up event to take place April 27 and 28, 2019. Activities will be ramping up in February.

## **COUNTY PLANNING BOARD**

**LET'S Plan. Reminder:** "Evenings with the County Planning Board" is an opportunity for municipal training credit hours. Municipal planning and zoning officials may receive credit for attending and learning about County Planning Board review. Those interested should call the Planning Department beforehand to learn about the agenda and ensure that a meeting is being held. Meeting cancellations are rare, but do happen.

## **E911 ADDRESSING**

The Planning Department continued work on the E911 addressing assignments and ROW naming with the Sheriff's Office.

**LIVINGSTON COUNTY WATER SUPPLY STUDY UPDATE PROJECT.** The Project Management Team met in December. We are planning a project kick-off meeting with municipal officials in January.

## **GENESEE TRANSPORTATION COUNCIL**

1. **Council.** The Council met on December 13. The next meeting is scheduled for March 7.
2. **Planning Committee.** I attended the meeting last meeting on November 8<sup>th</sup>. The next meeting is on January 10.

## **GENESEE FINGER LAKES REGIONAL PLANNING COUNCIL**

1. **Council.** The Council meets quarterly. The Council met on December 13<sup>th</sup>. The next meeting is March 7.
2. **Executive Committee.** I attended the Executive Committee meeting on December 13<sup>th</sup>.
3. **Planning Coordination Committee.** I attended the last meeting on December 14<sup>th</sup>. The next meeting is scheduled for February 8th.

## **SUNY GENESEO INTERNSHIP.**

A SUNY Geneseo Geography student helped creating a parks and recreation inventory for the County. The draft report is under final review. We anticipate the inventory will help inform the Community Center project feasibility analysis.

## **NYS SNOWMOBILE PROGRAM.**

We coordinated distribution of approximately \$18,300 (combined) to Hill and Valley Riders and Caledonia Trailblazers toward trail maintenance costs. We will coordinate distribution of the funds to the clubs as approved by the State.

## **LIVINGSTON COUNTY LAND BANK CORPORATION.**

The LCLBC has been awarded \$500,000 towards start-up activities for the LCLBC. The Planning Department is providing staff support to the LCLBC and worked on the due diligence documents required for executing the grant agreement. Staff also continues working on organizational activities in anticipation of LCLBC being soon able to acquire property for either demolition or renovation.

## **CONSOLIDATED FUNDING APPLICATIONS**

In addition to the two applications for addressing HABS in Conesus Lake, we are also waiting to hear about funding awards for the following applications:

1. **Local Waterfront Revitalization Plan for the Town and Village of Geneseo.** Funding request for \$75,000 for consultant services to prepare a revitalization plan for the Genesee River area near lower Court Street/SR 63, Riverside Drive, and extending west and south to the National Warplane Museum located on Big Tree Lane. Update: This application was not funded.

2. **Housing Needs and Market Analysis.** Funding request for \$47,500 for consultant services to conduct a county-wide housing needs and market analysis. Update: This application was funded.

**V. PUBLIC DEFENDER-LYNDISAY QUNITILONE**

**Action Item(s) To Be Reported**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY PUBLIC DEFENDER’S OFFICE: NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Public Defender’s Office, and any future amendments to said contract, according to the term designated, subject to review by the County Attorney and County Administrator:

|   |                |               |
|---|----------------|---------------|
| <u>Contractor</u>                                       | <u>Term</u>    | <u>Amount</u> |
| <b>New York State Office of Indigent Legal Services</b> | 7/1/17-6/30/20 | \$300,000.00  |

William J. Leahy, Director  
 A.E. Smith Building, 11<sup>th</sup> Floor  
 80 South Swan Street  
 Albany, NY 12210

For: Second Upstate Quality Improvement and Caseload Reduction Grant (Contract # C2ND623)

| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
|-----------------------|--------------------|------------------|
| Grant                 | No                 | Yes x No         |

Director’s Comments:

This is the contract for grant monies that fund the salary and fringe benefits of Ann Connor who was hired March 2018 to assist in caseload reduction. It is a three year grant, and we are permitted a one year extension of the grant, so that we can expend all of the funds.

Ms. Quintilone reviewed the contract initially reported in March of 2018 in anticipation of this contract and the hiring Ann Conrad as a full time Public Defender. Ms. Conrad is covering a number of justice courts and is assigned to cover the CAP court Monday through Friday working afternoon and evening hours. This contract covers reimbursement of her salary and fringe benefits. Once signed by the County and State, we will then request a one-year extension of the contract which she believes will expend almost 100% of the contract through June 2021.

*Motion: Mr. Schuster moved and Mr. Mahus seconded to approve the foregoing resolution.... Carried.*

Ms. Quintilone reported end of year numbers for the Public Defender’s Office. Numbers were way up, much of which was due to mandatory representation at arraignment for justice courts and CAP. CAP is running very smoothly. Ms. Quintilone credits the Sheriff’s Office for making CAP run smoothly. There was discussion on representation beyond the initial CAP arraignment. Ms. Quintilone explained that, now that there is a full six months, they are going to try to extrapolate the date of their initial representation then going to full representation. Ms. Quintilone knows this percentage is high by them being present and explaining the application process to individuals at arraignment, they are seeing a lot more people apply. The change in who qualifies that took effect in April last year also contributes to the increase in cases. Almost anyone now qualifies for their services so they don’t require as much information in terms of their income.

**Informational Item(s) Written Only**

Year-end numbers for the Public Defender’s Office (data as of 12/11/2018):

- Total number of cases (either by application, mandatory representation or assignment by court): 1891
- Total number of felony level cases represented: 268
- Total number of misdemeanor level cases represented: 482
- Total number of arraignments represented: 652
- Total number of Family Court cases represented: 300
- Total number of “other” types of representation: 22

## **VI. CENTRAL SERVICES – WILLIAM MANN**

### **Action Item(s) To Be Reported**

#### **1. DESIGNATION OF SEQR LEAD AGENCY AND ADOPTION OF SEQR NEGATIVE DECLARATION FOR THE LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS SYSTEM-SHORT TRACT ROAD SITE, TOWN OF PORTAGE**

WHEREAS, the Livingston County Board of Supervisors intends to implement necessary improvements to the existing Livingston County Emergency Communications System; and

WHEREAS, the project involves development of a new E911 communications tower site at Short Tract Road, Town of Portage, and related equipment and infrastructure improvements to support the County Emergency Communications System; and

WHEREAS, the proposed action is subject to review under 6 NYCRR Part 617, the New York State Environmental Quality Review (SEQR) Act; and

WHEREAS, the action known as the Livingston County Emergency Communications Upgrade Project-Short Tract Road Tower Site project is a Type I Action under SEQR guidelines, undergoing a coordinated review; and

WHEREAS, the aforementioned statute and regulations require the designation of a Lead Agency to conduct an environmental review of the action and to make a determination of significance in connection with the action; and

WHEREAS, the Livingston County Board of Supervisors, as an involved agency, declared its intention to establish itself as Lead Agency for the purposes of fulfilling the SEQR requirements in connection with the proposed action on October 24, 2018, as per Board Resolution 2018-359; and

WHEREAS, a Full Environmental Assessment Form (EAF) has been completed for the proposed action pursuant to the requirements of the State Environmental Quality Review Act; and

WHEREAS, the other involved agencies for this action, the Town of Portage, New York State Department of Environmental Conservation - Region 8, and New York State Office of Parks, Recreation and Historic Preservation have been notified of the Livingston County Board of Supervisors' intention to establish itself as Lead Agency for this action, and are in concurrence; and

WHEREAS, all documentation associated with the Livingston County Emergency Communications Upgrade Project-Short Tract Road Tower Site project is subject to the review and approval of the Livingston County Administrator and the Livingston County Attorney; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby assumes the designation of Lead Agency for the action known as the Livingston County Emergency Communications Upgrade Project-Short Tract Road Tower Site project, pursuant to 6 NYCRR Part 617.6(b)(3); and be it further

RESOLVED, that upon consideration and review of the Environmental Assessment Form and associated documents, the Livingston County Board of Supervisors, as Lead Agency, determines that this Type I Action will not have a significant environmental impact as defined in 6 NYCRR Part 617.7(c), and a draft Environmental Impact Statement will not be prepared; and be it further

RESOLVED, that the Livingston County Board of Supervisors, as Lead Agency, hereby adopts a Negative Declaration for this Type I Action, and authorizes and directs Livingston County Deputy County Administrator to file this Notice of Determination of Non-Significance pursuant to the requirements of Article 8 of the Environmental Conservation Law (SEQR) and its underlying regulations.

Mr. Mann reviewed the action to proceed with the tower project.

*Motion: Mr. Carman moved and Mr. Mahus seconded to approve the foregoing resolution..... Carried.*

#### **2. AMENDING THE 2019 LIVINGSTON COUNTY SALARY SCHEDULE: CENTRAL SERVICES AND REFERRING THIS MATTER TO THE WAYS AND MEANS COMMITTEE**

RESOLVED, that the 2019 Livingston County Salary Schedule is amended as follows:

##### **Central Services:**

- Delete one full-time Supervisor of Building and Grounds position effective immediately.
- Delete one full-time Senior Account Clerk/Typist position at a Wage Grade 9 effective immediately.
- Delete one full-time Account Clerk position at a Wage Grade 7 effective immediately.



- Delete one full-time Painter position at a Wage Grade 12 effective immediately.
- Delete one part-time Electrician position at a Wage Grade 13 effective immediately.
- Delete one part-time Custodial Worker position at a Wage Grade 3 effective immediately.
- Create one full-time Building Maintenance Mechanic at Wage Grade 11 CSEA Contract effective 1/1/2019.
- Create one full-time Building Maintenance Mechanic at Wage Grade 11 CSEA Contract effective 1/1/2019.
- Create one full-time Laborer at Wage Grade 7 CSEA Contract effective 1/1/2019.
- Create one full-time Laborer at Wage Grade 7 CSEA Contract effective 1/1/2019.
- Create one full-time Laborer at Wage Grade 7 CSEA Contract effective 1/1/2019.

Mr. Mann reviewed the activity presentation on County building square footage, day to day operations, work orders & Mother Nature handled by the Central Services Department. Mr. Mann reviewed industry standards for square footage versus full time employee. Mr. Mann explained how he took his law enforcement experience and applied it to handling service calls and responses. Mr. Mann explained how he would like to create a project team by taking unfilled positions and deleting those and creating new positions under a countywide projects team. Mr. Mann reviewed the budgetary impact and cost savings doing work in house versus going out to bid. There was discussion on any union issues with the proposed deletions. Mr. Mann anticipates there will be a ~60% cost savings by using in house workforce for projects. Mr. Coyle reviewed the position filling process and budgetary impact with these changes. The benefit package is included in the cost estimate. Mr. Coyle stated that he was not surprised with the industry standards compared to us as we have some very talented staff. There was discussion on coverage being light compared to other counties.

*Motion: Mr. LeFeber moved and Mr. Mahus seconded to approve the foregoing resolution....Carried.*

**3. AWARDING BID FOR LIVINGSTON COUNTY FOR CUSTODIAL SERVICES: TEMCO SERVICE INDUSTRIES, INC. DBA ATALIAN GLOBAL SERVICES**

WHEREAS, after the proper legal advertisement seeking bids for Custodial Services for various Livingston County buildings, three (3) bids were received and opened on December 20, 2018, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract for a Custodial Services, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

| <u>Contractor</u>  | <u>Term</u>    | <u>Amount</u>         |
|--|----------------|-----------------------|
| <b>Temco Service Industries, Inc. dba<br/>Atalian Global Services</b><br>417 fifth Avenue, 9 <sup>th</sup> Floor<br>New York, NY 10016<br>212-889-6353 | 2/1/19-1/31/21 | \$297,228.00 per year |

For: Custodial Services in various Livingston County facilities

| <u>Funding Source</u> | <u>Local Share</u> | <u>Budgeted?</u> |
|-----------------------|--------------------|------------------|
| County Budget         | 100%               | X Yes    No      |

Mr. Mann reported that the low bidder references were reviewed and contacted. Pegasus was the current contactor.

*Motion: Mr. Schuster moved and Mr. Mahus seconded to approve the foregoing resolution....Carried.*

**4. AWARDING BIDS FOR THE LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS SYSTEM UPGRADE PROJECT-EQUIPMENT PROCUREMENT CONTRACT 2 - SHELTER: TBD**

WHEREAS, after the proper legal advertisement seeking bids for a steel lattice antenna tower for the Livingston County Emergency Communications System Upgrade Project-Equipment Procurement Contract 4 - Shelter (2) bids were received and opened on December 4, 2018, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract for a Shelter, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

| <u>Contractor</u> | <u>Term</u> | <u>Amount</u> |
|-------------------|-------------|---------------|
|-------------------|-------------|---------------|

For: Contract 2 – Shelter

| <i>Funding Source</i>     | <i>Local Share</i> | <i>Budgeted?</i> |
|---------------------------|--------------------|------------------|
| Grant Funding / 2016 SICG | \$0                | X Yes No         |

Director Comments: Deputy County Administrator is negotiating contract price with apparent low bidder. Mr. Mann explained that C&S was directed to contact the low bidder on the reason for the higher costs in their bid and the contractor has indicated that they are willing to negotiate a low cost.

*Motion: Mr. Mahus moved and Mr. DiPasquale seconded to approve the foregoing resolution Carried.*

**VII. OTHER-IAN COYLE**

**1. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY TRAFFIC SAFETY BOARD – DONALD HIGGINS, ZACHARY CRACKNELL & WILLIAM MORGAN**

RESOLVED, that the following members are hereby appointed to the Livingston County Traffic Safety Board for the terms designated:

**Livingston County Traffic Safety Board**

| Name              | Address                                   | Rep./Title              | Term Expires    |
|-------------------|---|-------------------------|-----------------|
| Donald Higgins    | 4389 Gypsy Lane, Mt. Morris, NY 14510     | Highway Dept. Member    | 1/1/19-12/31/21 |
| Zachary Cracknell | 4389 Gypsy Lane, Mt. Morris, NY 14510     | Highway Dept. Alternate | 1/1/19-13/31/21 |
| William Morgan    | 7773 Dutch Hollow Road, Wayland, NY 14572 | Springwater Rep.        | 1/1/19-13/31/21 |

*Motion: Mr. moved and Mr. Schuster seconded to approve the foregoing resolution..... Carried.*

**2. APPOINTING VOTING REPRESENTATIVES TO THE INTER-COUNTY ASSOCIATION OF WESTERN NEW YORK FOR THE YEAR 2019 – GERALD L. DEMING, DWIGHT KNAPP, DAVID L. LEFEBER & MICHELE REES**

RESOLVED, that the following members are hereby appointed to the Inter-County Association of Western New York for the year 2019 for the term designated:

| Name             | Address                                 | Rep./Title                | Term            |
|------------------|---|---------------------------|-----------------|
| Gerald L. Deming | 2742 Chandler Road Piffard, NY 14533    | Supervisor/Town of York   | 1/1/19-12/31/19 |
| Dwight Knapp     | 10342 Hotaling Road Dansville, NY 14437 | Supervisor/Town of Ossian | 1/1/19-12/31/19 |
| David L. LeFeber | 4910 Littleville Road, Avon, NY 14414   | Supervisor/Town of Avon   | 1/1/19-12/31/19 |
| Michele Rees     | 6 Court Street, Geneseo, NY 14454       | Alternate                 | 1/1/19-12/31/19 |

These are annual Chairman appointments that require a Board resolution.

*Motion: Mr. Schuster moved and Mrs. Erdle seconded to approve the foregoing resolution .... Carried.*

**3. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY WATER AND SEWER AUTHORITY BOARD – PHILIP S. BROOKS & ERIC R. GOTT**

RESOLVED, that the following member is hereby appointed to the Livingston County Water and Sewer Authority Board for the term designated:

| Name             | Address                                      | Rep./Title | Term            |
|------------------|--|------------|-----------------|
| Philip S. Brooks | P.O. Box 873, Nunda, NY 14517                | Member     | 1/1/19-12/31/21 |
| Eric R. Gott     | 21 Frances Way, PO Box 43, Livonia, NY 14487 | Member     | 1/1/19-12/31/21 |

*Motion: Mr. LeFeber moved and Mr. DiPasquale seconded to approve the foregoing resolution Carried.*

**4. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY SOIL AND WATER CONSERVATION DISTRICT BOARD OF DIRECTORS-JOHN MAXWELL, SUSAN J. ERDLER & WILLIAM WADSWORTH**

RESOLVED, that the following members are hereby appointed to the Livingston County Soil and Water Conservation District Board of Directors for the terms designated:

| <b>Name</b>       | <b>Address</b>                                       | <b>Rep./Title</b> | <b>Term</b>     |
|-------------------|--|-------------------|-----------------|
| John Maxwell      | 3977 Lakeville Groveland Rd, Geneseo, NY 14454       | At Large Member   | 1/1/19-12/31/21 |
| Susan J. Erdler   | 8302 Kysorville-Byersville Road, Dansville, NY 14437 | Supervisor Member | 1/1/19-12/31/21 |
| William Wadsworth | PO Box 127, Geneseo NY 14454                         | Supervisor Member | 1/1/19-12/31/21 |

*Motion: Mr. Mahus moved and Mr. LeFeber seconded to approve the foregoing resolution ....Carried.*

Mr. Coyle referred to the Solar Project Board Member item under the Planning Department in Mt Morris and reviewed the restrictions to those appointments. Mr. Coyle is asking for any referrals of individuals willing to serve on this board.

**VIII. ADJOURNMENT**

Mr. Mahus moved and Mr. Schuster seconded to adjourn the meeting at 2:46 p.m.

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**EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER**

**Informational Item(s) Written Only**

1. The Letter of Intent for a grant to update the All Hazard Multijurisdictional Hazard Mitigation Plan was accepted by NYS DHSES. A grant application for \$90,000.00 was completed and sent in for their review; estimated timeline for notification of their approval to fund the grant project is June of 2019.
2. The County Hazard Material Response Team went through the accreditation review process by NYS DHSES Haz Mat Operations Division on Tuesday December 4<sup>th</sup>, the County Hazardous material Response team is officially accredited. I would like to thank the team members, EMS Coordinator Karen Dewar and staff for all of the help to get ready for the review process.
3. All Homeland Security grant reports and procedures are current with NYS DHSES
4. Livingston County for the 23<sup>rd</sup> year has received 100% reporting of all Fire Incidents to the Office of Fire Prevention and Control, the reporting process is completed by each individual Fire Department on a monthly basis. Only 12 Counties in 2018 received this recognition.
5. The Fire Departments are enrolling their members who qualify into the cancer insurance program, the first phase of the process was met on January 1<sup>st</sup> by the departments.
6. The Emergency Operations Center underwent an upgrade of technical resources in the EMS, and the fire training classroom. The upgrade project was funded by Homeland Security Grant programs.
7. Meeting attendance;  
Fire Chief Executive, 911 PMT, Western/Lake district Emergency Management, LEPC, HazMat team, County Firefighters and Chief association, Training committee, EMS building project

**ECONOMIC DEVELOPMENT – BILL BACON**

**Informational Item(s) Written Only**

The Regional Economic Development Council announced the awards for their 2018 Consolidated Funding Application (CFA) process. Finger Lakes secured \$86.5million in grant funding having awarded 141 projects. Livingston County received the fifth highest amount of awards (\$3,772,169) in the 9-County region. The Microenterprise Assistance grant in the amount of \$200,000 was awarded and is focused on building a retail presence in the various downtowns. The LCDC received \$20,000 in funding from New York Main Street to develop new design guidelines for our Downtown Partnership Program. A feasibility study to research a hotel

and waterpark at the Dansville Crossings site was awarded as was the Main Street “anchor” grant in the Village of Caledonia.

The list of 2018 accomplishments is being compiled and will include six (6) IDA-assisted projects in five (5) different communities: Avon (2), Lakeville, Lima, Dansville and Geneseo. Five (5) new loans were created and three (3) paid-off. In 2018, the LCDC successfully closed-out \$1,326,000 of the \$2,161,000 in grant funding awarded to the organization, with the remaining amount projected for a Q1 2019 close-out.

Priorities for the 1<sup>st</sup> Quarter of 2019 include the kickoff of a retail attraction program titled “Dream-O-Vate,” which will align aspiring store owners with an incentive package and the technical assistance necessary to operate a successful business in one of the nine Village downtowns. In addition, we have a significant number of developing projects expected to create another strong year for the Industrial Development Agency.

The NYS Economic Development Council Annual Meeting is scheduled for mid-January in Albany.

## **EMERGENCY MEDICAL SERVICES – KAREN DEWAR**

### **Informational Item(s) Written Only**

|                   |   |
|-------------------|---|
| November 27, 2018 | Meeting with Sheriff Dougherty and Chief Deputy Yasso to discuss medical response for SWAT Team deployments |
| November 30, 2018 | Discussion with Noyes ED regarding continuation of Community Paramedicine Program                           |
| December 4, 2018  | MLREMS System Operations meeting  |
| December 12, 2018 | Livingston County EMS hosted Stroke Training  |
| December 17, 2018 | REMAC meeting   |
| November 30, 2018 | Medical Director meeting  |
| December 6, 2018  | Medical Director meeting  |
| December 6, 2018  | County EMS Captain meeting  |
| December 9, 2018  | Glucometer training for SUNY Geneseo First Response by LCEMS staff  |
| December 18, 2018 | Medical Director meeting  |
| December 18, 2018 | AHA Instructor monitoring   |
| December 15, 2018 | EMT and CFR class practical exams   |
| December 19, 2018 | Livingston County PMT – Radio Communications Project  |
| December 20, 2018 | EMT and CFR class NYS DOH written tests   |

## **PROBATION – LYNNE MIGNEMI**

### **Informational Item(s) Written Only**

#### **1. PROBATION DEPARTMENT WORKLOAD**

408 adult offenders supervised in county (23 treatment court cases being supervised in drug court)

25 offenders in other NYS counties

3 offenders in other states

12 juveniles supervised

9 new juvenile referrals

25 investigations ordered

12 active EHM cases (0 juvenile; 12 adults; 3 of which are female), 1-Global Positioning

0 adult placed on probation for willful violation of support

9 New Leandra’s Law cases (4 CDs)

#### **2. MONIES COLLECTED**

\$4,801.79 – restitution

2,414.61 – fines

3,383.00 – DWI supervision fees

4,694.00 – EHM fees

225.31 – restitution surcharge

#### **3. OUTSTANDING FEES**

\$76,767.00 – DWI Supervision Fees as of 11/30/18

\$146,271.00 – EHM fees as of 11/30/18

4. MEETINGS ATTENDED

- 11/6/2018 Human Services Department Head
- 11/7/2018 Public Safety Meeting
- 11/13/2018 COPA Cayuga County
- 11/14/2018 Board of Supervisor Meeting
- 11/15/2018 GVHP Meeting
- 11/19/2018 Catholic Charities LIFT Grant meeting
- 11/20/2018 Law Enforcement Council
- 11/27/2018 Suicide Task Force Meeting
- 11/28/2018 WPV meeting with Andrea Kingston Bailey
- 11/28/2018 Treatment Court Graduation

5. ADMINISTRATIVE REVIEWS

One (1) administrative review

6. TRAINING

| Name             | Date     | Training             | Hours | Misc. |
|------------------|----------|----------------------|-------|-------|
| Kerrin Chapman   | 11/7/18  | Buddi WebEx          | 2.0   |       |
| Katie Dunn       | None     |                      |       |       |
| Michelle Jordan  | None     |                      |       |       |
| Liz Laney        | 11/13/18 | Intrastate WebEx     | 2.0   |       |
| Debra Mack       | 11/7/18  | Buddi WebEx          | 2.0   |       |
|                  | 11/20/18 | Officer Wellness     | 1.5   |       |
| Rachel Merrick   | None     |                      |       |       |
| Lynne Mignemi    | None     |                      |       |       |
| Courtney Sobrado | None     |                      |       |       |
| Jason Varno      | 11/5/18  | Portal Certification | 0.5   |       |
| Joshua Wren      | None     |                      |       |       |

Respectfully submitted,  
Michele R. Rees, IIMC-CMC  
Clerk of the Board